

**APPROVED 03/26/2009**

At 6:20 pm the Board's meeting was called to order by Gates after some informal discussions about the School District Meeting. Present for the meeting were Selectmen Donald Gates Jr and Greta St Germain; and Town Administrator Heidi Carlson. The meeting took place in the basement meeting room at the Fremont Town Hall.

St Germain moved to elect Donald Gates Jr as the Board's Chair. Gates seconded and the vote was approved 2-0. This had been discussed last week amongst Board members but not voted.

The Board discussed continuing their meeting schedule on Thursday nights, and this was amenable to all present.

**OLD BUSINESS**

1. Selectmen reviewed the minutes for 12 March 2009. St Germain moved to accept these minutes as written. Gates seconded and the vote was approved 2-0.

Chief Neal Janvrin came into the meeting at 6:35 pm. He came to welcome St Germain aboard, and talked with the Board briefly.

He indicated that Fremont law enforcement is eligible for a \$17,000 grant for a new or one time equipment purchase. Janvrin is actively working on the application process, which is quite lengthy.

Janvrin left the meeting at 6:45 pm.

**NEW BUSINESS**

1. Selectmen reviewed the payroll \$25,435.12 and accounts payable manifest \$35,749.02 for the current week, dated 03/20/2009. St Germain moved to approve the accounts payable manifest in the amount of \$35,749.02. Gates seconded and the vote was approved 2-0. St Germain then moved to approve the payroll manifest in the amount of \$25,435.12. Gates seconded and the vote was approved 2-0.

2. Selectmen reviewed the folder of incoming correspondence.

Selectman Brett Hunter arrived at the meeting at 7:05 pm after having assisted at an emergency call.

3. Selectmen reviewed outgoing correspondence to Eddy & Maureen Francis regarding a late abatement filing. Board members signed this letter.

Fire Chief Richard Butler came into the meeting at 7:10 pm. He had been at an emergency incident as well.

There was discussion about the fire rescue department budget. For the benefit of St Germain, several line items were reviewed and discussed in detail in terms of what they cover and some historical budget information. The default budget for this department is virtually the same as the 2009 request, as it was submitted to be in line with the 2008 appropriation. Line items had been shifted to different categories, and had been recommended by the Selectmen and the Budget Committee.

Line items were adjusted to match as closely as possible, the 2009 request, to get a total of \$180,475, which is the default line total adjusted. This includes the increase in the Chief's stipend which was

proposed and approved by the Selectmen and recommended by the Budget Committee. The line items to be proposed for the Fire Rescue Department are as follows:

Line Item	Description	2009 Budget
4220-001	Office & Cleaning Supplies	1,000
4220-003	Fire New Equipment	8,100
4220-004	Gas, Fuel & Oil	3,330
4220-005	Chief Administrative Salary	25,000
4220-006	Books/ PR / Subscriptions	1,568
4220-007	Protective Gear & Uniforms	10,000
4220-008	Inspections & Consultations	450
4220-009	Communications	7,200
4220-010	Mileage	900
4220-011	Forest Fires	600
4220-012	Raymond Dispatch	7,020
4220-013	Fire Training	5,400
4220-014	Weekend Duty Officers	4,200
4220-015	Hazmat Update	1,500
4220-017	Worker Health / Hepatitis B	2,000
4220-018	Gasoline Expense Chief	0
4220-034	Dues & Memberships	1,945
4220-035	Conferences	800
4220-101	Clerical	2,812
4220-103	Telephone	2,500
4220-104	Hydrant & Cistern Maintenance	1,500
4220-105	Equipment Maintenance	5,175
4220-107	Repairs	3,800
4220-109	Preventative Maintenance	3,700
4220-200	Rehab Supplies	250
4220-300	Volunteer Stipend	65,525
4220-309	Special Details	3,500
4220-402	Medical Supplies	2,000
4220-403	EMS New Equipment	2,200
4220-413	EMS Training	4,900
4220-509	Medical Equipment Maintenance	750
4220-800	Computer Software & Support	850
	<b>TOTAL</b>	<b>\$ 180,475</b>

At 7:30 pm Butler left the meeting to allow for the next appointment schedule.

Diane Rossi came into the meeting. Gates moved to enter non-public session pursuant to RSA 91-A:3 II (c) to discuss an outstanding tax hardship matter. Hunter seconded and the roll call vote was unanimously in favor 3-0.

At 7:34 pm motion was made by Gates to return to public session. Hunter seconded and the roll call vote was unanimously in favor 3-0.

Hunter moved to allow Diane Rossi to continue on the course she has been on and continue to make payments on outstanding taxes. Gates seconded and the vote was unanimously approved 3-0.

Rossi left the meeting at 7:35 pm.

Butler returned to the meeting at 7:40 pm

Motion was made by Gates to appoint Richard D Butler as Fire Chief for the coming year. Hunter seconded and the vote was approved 3-0.

Butler left the meeting to take his appointment form and be sworn in at 8:00 pm.

Selectmen continued reviewing Fire Rescue Department information.

Butler returned at 8:20 pm and the budget discussion continued.

At 8:25 pm motion was made by Gates and seconded by Hunter to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. The roll call vote was unanimously in favor.

At 8:35 pm motion was made by Hunter and seconded by St Germain to return to public session. The roll call vote was unanimously in favor.

No decisions were made, but the Town will be reviewing it's current policy on the point plan system compensation as it relates to those on the Town's payroll.

Fire Chief Richard Butler left the meeting at this time.

#### **NEW BUSINESS CONTINUED**

4. The recount for the Town Meeting article on the acceptance of Risloves Way must be done by 3/26/09 and at least two Board members must be present at the recount. After some discussion and the Town Clerk checking with the Moderator and Supervisor of the Checklist, it was decided this will be held at the Fremont Safety Complex, 425 Main Street in Fremont, at 4:00 pm on Tuesday March 24, 2009.

There was some additional discussion about the status of roadways not accepted by voters. This week Carlson spoke with additional residents of Risloves Way; as well as the developer's attorney, whose research had not revealed any case law that provided further guidance in this matter.

5. Carlson presented the Bartley BTLA Agreement to be signed by Board members, as the BTLA will only accept an agreement "signed by all parties." Carlson drafted the agreement as approved last week and had sent it to Mr Bartley for signature. This had been returned this morning and was signed by all Board members. The refund check to Mr Bartley was processed with the accounts payable this week as well. The agreement, having been voted last week, was signed by Board members.

6. Carlson discussed with the Board the Rockingham Planning Commission dues invoice which arrived this week. Due to the default budget, the amount approved in this line item is the same as 2008; and \$111 short of the requested figure for 2009. Meredith Bolduc had called the RPC this week to discuss how they are handling towns on default budgets, and Bolduc drafted the beginning of a letter to RPC Commissioners. The letter was completed by Carlson and indicates that Fremont has a default budget and had allocated only \$3,743.00 for this line item. The letter asks Commissioners to take this into account, as budgets are tight everywhere. It was also pointed out that Fremont contracts with RPC and pays directly for nearly \$20,000 in other services. Selectmen signed this letter and the check for the budgeted amount will be processed next week.

7. The Board reviewed the April Newsletter. An article will be added for the public hearing on fee schedule changes.

## 8. Appointments

As information, it was pointed out that Patricia deBeer has appointed by the State of NH Department of Environmental Services to a three year term on the Exeter River Local Advisory Committee. This term expires 03/13/2012.

## 9. Selectmen reviewed all of the following local appointments prepared by the Town Clerk.

Jack Karcz – Community Technical Assistance Program (CTAP) Representative – 1 year

Janice O'Brein – CTAP Alternate Representative

Leon F Holmes Jr – Planning Board – 3 years – It is believed Holmes will decline this position, but the Board signed it with the hope he may reconsider.

Aaron Epstein – Zoning Board of Adjustment – 3 years

Janice O'Brien – Conservation Commission – 3 years

Tina Sturdivant – Conservation Commission – 3 years

Thom Roy – Deputy Health Officer – 1 year

Kenneth F Pitkin – Assistant Electrical Inspector – 1 year

Sarah Lamirande – Parks & Recreation Commission – 3 years

Robert C Larson – SRRDD 53-B Representative – 1 year – Bob is unable to accept this appointment currently. Selectmen signed it for the Clerk to contact him anyway, but it is believed the Town will have to find someone else to fill this position.

The following appointments were also reviewed and discussed:

The Planning Board voted at their meeting of March 18, 2009 to request the Selectmen appoint Salvatore Angelone for a 3 year term on the Planning Board.

Greta J St Germain – Selectmen's Ex-Officio Alternate Representative to the Budget Committee – 2 years

Brett A Hunter - Selectmen's Ex-Officio Alternate Representative to the Budget Committee – 3 years

Greta J St Germain – Selectmen's Ex-Officio Alternate Representative to the Planning Board – 2 years

Brett A Hunter - Selectmen's Ex-Officio Representative to the Planning Board – 3 years

G Reese Bassett – Police Lieutenant – 1 year

Robert F Allore – Police Patrolman – 1 year

Joseph A Gordon – Police Patrolman – 1 year

Jason L Grant – Police Patrolman – 1 year

Adam A Raymond – Police Patrolman – 1 year

Wayne J Ingersoll – Police Detective / Patrolman – 1 year

Scott D Cole – Police Patrolman – 1 year

Renee M King – Animal Control Officer – 1 year

Sean St Onge – Police Patrolman – 1 year

The Board then acted on all of the above appointments in one motion. Hunter moved to appoint officials as outlined above for the terms and positions indicated. St Germain seconded and the vote was approved 3-0.

Selectmen acknowledged the following appointments, which are made by the appointing authority, but had not been signed by that appointing authority. The Board reviewed them and returned them to the Clerk.

Lori A Holmes – Deputy Tax Collector – 1 year (Appointed by the Tax Collector)

Katherine Arsenault – Deputy Town Clerk – 1 year (Appointed by the Town Clerk)

Barbara B Bassett – Deputy Treasurer – 1 year (Appointed by the Treasurer)

Michael J Rydeen – Assistant Town Moderator – 1 year (Appointed by the Town Moderator)

The following appointments were held out for further discussion with the appointee and Department Head:

Renee M King – Police Patrolman – 1 year

Aaron D Epstein – Emergency Management Director – 1 year

10. The Planning Board submitted for Board review a CTAP grant application form for a wetlands ordinance audit. This will focus on wetland buffers and prime wetland regulations. The grant application is in the amount of \$3,000 and requires no match from the Town. The Board reviewed the application and Chairman Gates signed where indicated on the form.

11. Abatements reviewed:

**03-131 Harold & Elizabeth Davies                      363 Main Street**

Applicant submitted an abatement but did not list any specific reasons for the request. Assessor inspected the property and the owner stated that the dwelling is one bedroom and the well may be contaminated. No evidence of either assertion was provided. It was determined during the inspection that some minor sketch corrections were appropriate as well as a physical data adjustment. After adjustments the assessment decreased \$2,200 from \$186,600 to \$184,400 and the Assessor recommends an abatement of \$49.63 in taxes be granted.

Selectmen reviewed the abatement. Hunter moved to accept the Assessor's recommendation and grant the abatement as stated. St Germain seconded and the vote was approved 3-0.

**06-003.003      Robert & Shirley Casey                      21 Rogers Road**

Applicant submitted an abatement because the market for the subject is below the assessment. Property was inspected and some physical data errors were determined and adjustment to the sketch were appropriate. After adjustments the assessment is reduced \$8,700 from \$321,800 to \$313,100. The Assessor recommends an abatement of \$196.27 in taxes be granted.

Selectmen reviewed the abatement. Hunter moved to accept the Assessor's recommendation and grant the abatement as stated. St Germain seconded and the vote was approved 3-0.

**04-094.032      Paul T Pouliot                      96 Godfrey Lane**

Applicant's reason for abatement request is the taxpayer's belief that the assessment is excessive based on current market conditions. Applicant provided a Certified Market Analysis from a realtor as evidence. Property was inspected and some physical data corrections were determined to be appropriate. The market analysis provided used more recent (2008) sales and a current asking price to determine a suggested list price. The sale price in December 2007 of \$400,000 and an appraisal of \$391,000 in November 2007 along with sales that occurred in the same time frame as the subject were reviewed and are a better indicator of a proposed assessment for 04/01/08. After some adjustment to the sketch the assessment did not change and it is recommended that the abatement be denied.

Board members reviewed the abatement and Hunter moved to accept the Assessor's recommendation and deny the abatement. St Germain seconded the motion. The vote was approved 3-0.

**02-064****Brian Daigle****679 Main Street**

Subject is a .47 acre parcel improved with a ranch style residence. Applicant purchased a .17 acre portion of land for \$12,500 from an abutter increasing his lot size by 50%. Reason for request is that the increase in assessment exceeded the purchase price for the land. My associate met with the applicant on site by appointment but was denied access to the interior. The owner allowed exterior measurements only. Based on the exterior measurements a sketch error was determined. After an adjustment to the building the assessment increased. No evidence was provided by the applicant indicating the assessment was incorrect and it is recommended that the abatement be denied.

Note: The assessment has been adjusted for the 2009 tax year.

Selectmen reviewed the abatement. Hunter moved to accept the Assessor's recommendation and deny the abatement. St Germain seconded and the vote was unanimously approved 3-0.

12. Carlson circulated the remainder of the Town's budget worksheets for review by the Board. Information has been compiled on these sheets to show the 2007 and 2008 appropriations and expenditures; and a line for the 2009 requests along with a 2009 default budget column. In this last column, Carlson has attempted to line up the default budget with the 2009 request to get each department thinking about how they will allocate their line items.

There was lengthy discussion about the budget line item allocations and the bottom line number the Town has to work with.

Carlson discussed the Selectmen's Office budget and indicated that there was about \$500 which she wanted to see allocated to the shortage in the Budget Committee clerical line. There is likely some additional money that will need to be allocated for this purpose, but that \$500 will cover a good deal of the shortfall. With the Committee's extended work schedule, the \$1,200 approved in 2008 will not be enough. Over \$600 is spent to date in that line item. The Committee has been meeting much more than in past years and the clerical monies are needed.

There may be other adjustments in the Selectmen's Office line, including changing some work hours to account for the need in the Budget Committee Clerical line. There will be reviews and adjustments in other areas as well. Board members took the budget printouts to review prior to the next meeting.

Next week the Road Agent and Police Chief are due in to the meeting to review their line item appropriations.

13. Board members reviewed an email from Keith Stanton with questions on the cable contract. This matter had been discussed and it was clearly explained at Deliberative Session what would happen with each of the two cable articles (WA 22 and 23). It is very unfortunate that the second article was voted down, as it was the ONLY way for the franchise fee monies to be expended in the same year they are received. This was new legislation passed in 2008 and afforded towns a way to handle cable fees such that they can be expended for cable access needs.

Selectmen asked Carlson to have Nygren forward the email so that replies could be written into the text and sent back to Stanton with the Board's feedback.

Gates suggested that after the Board puts the line items in order for all departments that the final product be reviewed again with the Budget committee at their meeting on April 8<sup>th</sup>. The Board wanted this process to be as transparent as possible as many line items will have shifted to enable the Town to work within the bottom line total of the default budget. Selectmen agreed that the next few weeks would try and finalize it, so it could be brought to the Budget Committee on April 8<sup>th</sup>.

**NEXT WEEK**

The next regular Board meeting will be held on Thursday March 26, 2009 at 6:00 pm. Board members will participate in the recount scheduled for 4:00 pm on Tuesday March 24, 2009 at the Fremont Safety Complex.

With no further business, motion was made by Hunter to adjourn the meeting at 9:55 pm. St Germain seconded and the vote was approved 3-0.

Respectfully submitted,

Heidi Carlson  
Town Administrator